



## Memorandum

**To:** Tracie Winbigler  
Executive Vice President and Chief Financial Officer

**From:** Jim Morrison *JM*  
Assistant Inspector General, Audits

**Date:** November 21, 2022

**Subject:** Engagement Memo—Safety and Security: Oversight and Coordination of Private Security Contractors (Project Code 004-2023)

We are initiating an audit of Amtrak's private security contractors. Our objective will be to assess the effectiveness of Amtrak's oversight and coordination of private security contractors, systemwide. We may expand our scope or modify our objective during the audit. During the audit, we plan to interview company officials responsible for oversight of third-party security contractors, assess related policies, documents, and procedures, as well as review relevant company data. We will work to minimize disruptions to the company by coordinating meetings with staff in advance.

Our interactions with the company will be consistent with P/I 2.1.4, which sets forth the relationship between our office and the company. In particular, section 7.0 of the policy discusses coordination between company officials and our Office of Audits.

We request that your office arrange an entrance conference for us with the appropriate company officials at the earliest possible date. We will keep you advised of the status of our work and any material changes in our objective, should they occur.

If you have any questions, please call me at our main office (202) 906-4600.

cc:

Stephen J. Gardner, Chief Executive Officer

Roger Harris, President, Operating and Commercial

Eleanor D. Acheson, Executive Vice President, General Counsel & Corporate Secretary

Laura Mason, Executive Vice President, Capital Delivery

Dennis Newman, Executive Vice President, Strategy, Planning & Asset Development

Steve Predmore, Executive Vice President and Chief Safety Officer

Qiana Spain, Executive Vice President and Chief Human Resource Officer

Gerhard Williams, Executive Vice President, Service Delivery & Operations

Christian Zacariassen, Executive Vice President, Digital Technology & Innovation

Mark Richards, Senior Director, Risk Management and Controls

Doyle Dotson, VP Corporate Security & Chief of Police